

**CARMELLA SABAUGH**  
**MACOMB COUNTY CLERK/REGISTER OF DEEDS**  
**10 NORTH MAIN STREET, MT CLEMENS, MI 48043**  
**SHERIFF DEED PAYOFF LETTER REQUEST FOR SHERIFF'S DEEDS/CLERK'S DEEDS**  
**RECORDED BEFORE MARCH 30, 2005**

**\*\*\*\*PLEASE PROVIDE ALL INFORMATION BELOW. INCOMPLETE FORMS WILL NOT BE PROCESSED. MAIL OR RETURN IN PERSON TO ABOVE ADDRESS ALONG WITH \$5.00 SEARCH FEE payable to Macomb County Register of Deeds TO PROCESS.**

Date & time of payoff letter request: \_\_\_\_\_

ORIGINAL MORTGAGOR \_\_\_\_\_  
(Person(s) who signed the foreclosing mortgage)

PROPERTY ADDRESS \_\_\_\_\_

PROJECTED DATE REDEEMING PROPERTY \_\_\_\_\_  
(Date Redemption needs to be calculated, must be within **30** days of request) (**Please note:** If last date to redeem is a weekend, holiday, or date in which our office is closed – redemption date will not be carried over to next business day. **The business day prior to that date will be the last day to redeem.**)

SHERIFF'S DEED LIBER AND PAGE NUMBER (DATE OF SALE IS ACCEPTABLE IF LIBER AND PAGE ARE UNKNOWN)

**LIBER** \_\_\_\_\_ **PAGE** \_\_\_\_\_ **AND/OR DATE OF SALE** \_\_\_\_\_

Row # from Sheriff Deed Master List (ROD Use Only) \_\_\_\_\_

*\*A Payoff letter will typically be available within 2-3 business days from date of request, unless special arrangements are necessary. (i.e. request on Monday morning before noon, letter will be ready on Wednesday morning by noon.) If a verbal quote is required by phone, the person requesting payoff information must call (586) 469-7927. – Register of Deeds office **will not call you.***

Mail or pick up (please circle one)      Date to be picked up \_\_\_\_\_

MAILING INFORMATION: Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

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Name of person requesting payoff letter \_\_\_\_\_

Phone Number of requestor \_\_\_\_\_

Name of company represented (If Applicable) \_\_\_\_\_

**\*\*If payoff letter is not picked up or received within a week, a new letter may be necessary and the \$5.00 fee and a new wait period will apply.**

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**FOR OFFICE USE ONLY**

Checked Computer for Affidavits filed:

Abandon ☐      Insurance ☐      Taxes ☐      Transfer Tax ☐      No Affidavits Filed ☐

Date/Time Computers checked \_\_\_\_\_ Preparer's Initials \_\_\_\_\_

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